

# THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



## Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114  
617-626-1700 fax: 617-626-1850 [www.mass.gov/agr](http://www.mass.gov/agr)



DEVAL L. PATRICK  
Governor

TIMOTHY P. MURRAY  
Lieutenant Governor

IAN A. BOWLES  
Secretary

SCOTT J. SOARES  
Commissioner

### MASSACHUSETTS DEPARTMENT OF AGRICULTURAL RESOURCES DIVISION OF ANIMAL HEALTH HORSEBACK RIDING INSTRUCTOR LICENSING POLICY STATEMENT ON DELINQUENT LICENSE RENEWALS

December 28, 2009

The Massachusetts Department of Agricultural Resources is responsible for licensing over 2000 horseback riding instructors across the Commonwealth. In the past, the Division of Animal Health has struggled with issues surrounding instructors that have failed to renew their licenses on an annual basis. Part of the Division's responsibility is to ensure that all applicants meet the requirements set forth in Department regulations 330 CMR 16.02 prior to licensing. The Division has determined that the review of credentials for previous license holders in order to allow renewal in the absence of continual licensing has become problematic. In order to rectify concerns associated with riding instructor licensing and to ensure a fair and consistent approach to this matter, the Department has implemented the following policy:

It is the responsibility of the licensed horseback riding instructor to submit a renewal application prior to the posted deadline. Any instructor failing to renew prior to the license expiration date will be considered unlicensed. Instructors that continue to teach unlicensed will be in violation of Massachusetts General Law Chapter 128, section 2A. Renewal applications will only be available to instructors during the calendar year following the most recent license issued. Anyone that allows their license to lapse beyond that year must meet all the same licensing requirements as a first-time applicant; this includes testing and proof of apprenticeship.

#### Example:

A horseback riding instructor license issued in April of 2009 expires on March 31, 2010. In order to maintain licensed status, the Department must receive a renewal application prior to the March 15, 2010 deadline. Failure to renew within the allotted time will result in the instructor being unlicensed as of April 1, 2010. Teaching at that point would be a violation of state law. The instructor will only be allowed to renew the license if it is done so by December 31, 2010. Failure to renew will require the applicant to retake the license examination and submit proof of a 6-month apprenticeship should they wish to be licensed in the future.